

REGISTERED NURSE (SOCIAL SERVICES)

DISTINGUISHING FEATURES OF THE CLASS: This is professional nursing work that primarily involves responsibility for providing skilled nursing services to evaluate the medical, dental, mental health, developmental, and substance abuse needs of children in foster care and vulnerable adults and to coordinate plans of care for these children and adults. The work is performed under the general direction of an administrator and in accordance with professional nursing standards and applicable regulations. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Completes initial assessments (e.g., observes each child, gathers information such as medical history) of the medical, dental, mental health, developmental, and substance abuse needs of children in foster care and vulnerable adults in accordance with the requirements of the New York State Office of Children and Family Services and the New York State Department of Health, in order to identify active health problems, needs for immediate care, continuation of medications, signs of abuse or neglect, etc.;
- Completes initial and follow-up comprehensive health evaluations (i.e., medical, dental, mental health, developmental, substance abuse comprehensive assessments) of children placed in foster care and vulnerable adults, accordance with New York State Office of Children and Family Services and the New York State Department of Health regulations;
- Coordinates health and dental care services by scheduling examinations, arranging for transportation to appointments, gathering and providing medical histories to practitioners and ensuring that each practitioner is familiar with the requirements for comprehensive examinations of children in foster care and vulnerable adults, assisting health care providers in obtaining records they might need, monitoring follow-up care, ensuring that the results of medical assessments are properly filed and documented, making referrals, etc.;
- Assists with the implementation of treatment plans by meeting with and exchanging information with each child's caregivers, birth parents, siblings, and service providers, monitoring attendance at appointments, etc.;
- Gathers and organizes information and maintains appropriate records and prepares reports as required by the New York State Office of Children and Family Services and the New York State Department of Health, and in accordance with departmental standards, policies and procedures;
- Collaborates with family members, physicians, and other professionals (e.g. caseworkers, therapists, nutritionists, etc.) to exchange information, resolve problems, plan health-related services, etc.;
- Assists in the development of policies and procedures in order to ensure compliance with New York State Office of Children and Family Services and the New York State Department of Health regulations, standards of care, etc., by proposing policies and procedures, providing information about the effectiveness of existing policies and procedures, identifying the need for improvements, etc.;
- Provides court testimony, as needed;
- Attends and participates in meetings, conferences and workshops.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of nursing principles and practices and standards of care; ability to understand and interpret rules and policies applicable to nursing assessments and care; good knowledge of the New York State Office of Children and Family Services, New York State Department of Health, and Department of Social Services rules and regulations, as they apply to the health needs of children in foster care and vulnerable adults; good knowledge of community resources as they pertain to the health needs of children and adults; ability to maintain records and prepare reports; ability to communicate effectively, both orally and in writing; ability to establish and maintain cooperative relationships with others.

MINIMUM QUALIFICATIONS: Possession of a license issued by the State of New York to practice as a Registered Professional Nurse and one (1) year of professional nursing experience.

(over)

SPECIAL REQUIREMENTS:

1. Possession of a valid motor vehicle license or accessibility to transportation to meet field work requirements in a timely and efficient manner.
2. License to practice as a Registered Professional Nurse issued by the State of New York must be maintained throughout the course of employment in this title.